

## **Council Communication**

TO:

HONORABLE MAYOR AND COUNCILMEMBERS

FROM:

SUSAN D. GOODWIN, CURTIS, GOODWIN, SULLIVAN, UDALL &

SCHWAB, PLC, SPECIAL COUNSEL

THROUGH:

PATRICK BANGER, TOWN MANAGER

**MEETING DATE:** 

**AUGUST 1, 2013** 

**SUBJECT:** 

INTERGOVERNMENTAL AGREEMENT WITH THE HIGLEY

UNIFIED SCHOOL DISTRICT FOR ACQUISITION OF RIGHT-OF-

WAY AND CONSTRUCTION OF IMPROVEMENTS

STRATEGIC INITIATIVE:

N/A

**LEGAL REVIEW** 

FINANCIAL REVIEW

**☑** Complete

**☑** Complete

□ N/A

□ N/A

## RECOMMENDED MOTION

MOTION TO APPROVE THE INTERGOVERNMENTAL AGREEMENT NO. 2014-1002-0058 WITH THE HIGLEY UNIFIED SCHOOL DISTRICT.

## **BACKGROUND/DISCUSSION**

The Higley Unified School District has plans to construct improvements to Elona Middle School (Cooley Middle School) and must improve East Elona Road and Henry Lane. HUSD has requested Gilbert to enter into an intergovernmental agreement whereby Gilbert would condemn right-of-way needed by HUSD for the needed street improvements. The proposed intergovernmental agreement provides for the following

 Gilbert agrees to exercise its power of eminent domain to acquire the right-of-way adjacent to the school contingent on HUSD paying the cost of the property and all acquisition costs.

- HUSD deposits the amount of \$20,000 for estimated costs (including attorneys fees) and pays any overage if costs are in excess of \$20,000.
- HUSD provides the appraisal of the property to Gilbert.
- Gilbert issues a temporary license to HUSD to construct improvements pending the conclusion of the eminent domain proceedings.
- Gilbert approves all plans and specifications for the improvements to be constructed by HUSD.
- The improvements are to be completed by HUSD by December 31, 2013. Upon completion of the improvements, Gilbert accepts as part of its streets system per standard procedure.

The Agreement was reviewed for form by Susan D. Goodwin, Curtis, Goodwin, Sullivan, Udall, and Schwab, special counsel.

## **FINANCIAL IMPACT**

HUSD pays all costs incurred by Gilbert.

The financial impact was reviewed by Dawn Irvine, Budget Administrator.

## STAFF RECOMMENDATION

Approve the Intergovernmental Agreement with Higley Unified School District.

Respectfully submitted,

Susan D. Goodwin Curtis, Goodwin, Sullivan, Udall, and Schwab, PLC Special Counsel

Attachments and Enclosures: Intergovernmental Agreement

## INTERGOVERNMENTAL AGREEMENT BETWEEN THE TOWN OF GILBERT AND THE HIGLEY UNIFIED SCHOOL DISTRICT

This Intergovernmental Agreement ("Agreement") dated this day of	_, 2013 is
entered into between the Town of Gilbert, a municipal corporation ("Gilbert"), an	d the Higley
Unified School District, a political subdivision of the State of Arizona ("HUSD")	Gilbert and
HUSD are collectively referred to as the Parties or individually as a Party.	

This Agreement shall become effective as of the date it is approved by each Party's governing body.

### RECITALS

- A. HUSD intends to construct or cause to be constructed improvements to Elona Middle School (aka Cooley Middle School) ("School").
- B. To facilitate access to the School and improve safety for drivers and students on East Elona Road and Henry Lane, it is necessary to widen both East Elona Road and Henry Lane adjacent to the School and to construct other off-site improvements.
- C. Gilbert acknowledges the need to widen and improve East Elona Road and Henry Lane to provide for safe access from these public streets onto the School property.
- D. Gilbert is willing to exercise its power of eminent domain to acquire real property to widen and improve East Elona Road and Henry Lane on the terms and conditions set forth in this Agreement.

### STATUTORY AUTHORITY

- 1. A.R.S. §§ 11-951, et seq., authorizes public agencies to enter into Intergovernmental Agreements for the provision of services or for joint or cooperative action.
- 2. Gilbert is empowered by A.R.S. §12-1111, et seq., to exercise the power of eminent domain to acquire real property for roadway purposes and by A.R.S. §§ 9-240 and 9-276 to improve and maintain roadways within its jurisdiction.
- 3. HUSD is empowered by A.R.S. §§ 15-341 and 15-342 to improve and maintain grounds and take steps to protect student safety.

#### PURPOSE OF THE AGREEMENT

4. The purpose of this Agreement is to identify and define the Parties' responsibilities for acquisition of the right-of-way necessary to construct the off-site improvements described in this Agreement and the acceptance of the improvements by Gilbert.

### TERMS OF THE AGREEMENT

## 5. Responsibilities of Gilbert

- 5.1 Contingent on HUSD compliance with Paragraph 6.1, Gilbert shall exercise its power of eminent domain to acquire the real property described in Exhibits A-1 and A-2 ("Right-of-Way Parcel") for roadway purposes, pursuant to the requirements of A.R.S. §12-1111, et seq., including seeking an Order of Immediate Possession from the court.
- 5.2 Following the issuance of an Order of Immediate Possession, Gilbert shall offer to purchase the Right-of-Way Parcel, and, if such offer is not accepted within twenty (20) days, Gilbert shall commence eminent domain proceedings to acquire the Right-of-Way Parcel. Gilbert shall grant a temporary license to HUSD and its HUSD/Contractor, JMF-Higley 2012, LLC, to construct the roadway improvements and other off-site improvements ("Improvements") in order that HUSD may construct or cause to be constructed the Improvements in compliance with all requirements of Gilbert. Such temporary license shall remain in effect until the construction of the Improvements is complete and accepted by Gilbert, or December 31, 2013, whichever occurs first.
- 5.3 All plans and specifications for the Improvements shall be submitted to Gilbert for approval. Gilbert shall issue permits, as needed, for the construction of the Improvements in accordance with its standard procedures.
- Upon completion of the construction of the Improvements by HUSD and final acceptance by Gilbert, which acceptance shall not be unreasonably withheld, Gilbert shall assume liability and responsibility for the operation and maintenance of the Improvements.
- Upon receipt of a Final Order of Condemnation, Gilbert shall invoice HUSD for the total costs of the acquisition of the Right-of-Way Parcel in excess of the amount deposited by HUSD pursuant to Paragraph 6.1, including all legal fees and costs. If the actual costs incurred by Gilbert are less than the amount deposited by HUSD, Gilbert shall refund the overage.

## 6. Responsibilities of HUSD

HUSD shall provide to Gilbert an appraisal required by A.R.S. §12-1116(A)(2). Prior to Gilbert commencing an action to acquire the Right-of-Way Parcel, HUSD shall deposit with Gilbert an amount equal to the appraised value of the Right-of-Way Parcel plus \$20,000 for estimated attorneys fees and costs associated with the acquisition of the Right-of-Way Parcel by Gilbert.

- 6.2 Upon receipt of a temporary license from Gilbert, HUSD shall construct or cause to be constructed the Improvements consistent with Gilbert standards for such Improvements.
- 6.3 HUSD shall provide all design plans and submittals to Gilbert for review and approval prior to commencing construction of the Improvements.
- 6.3 Within ten (10) business days of receipt of an invoice pursuant to Paragraph 5.5, HUSD shall pay the amount of such invoice.
- 6.4 HUSD will complete the construction of the Improvements on or before December 31, 2013.
- 6.5 At all times prior to acceptance of the Improvements by Gilbert, HUSD and its construction contractor ("HUSD/Contractor") shall maintain insurance for the coverages and in the amounts set forth on Exhibit B. HUSD and HUSD/Contractor shall provide to Gilbert acceptable Certificates of Insurance evidencing compliance with the requirements of Exhibit B.
- 6.6 To the fullest extent permitted by law, HUSD, its successors, assigns and guarantors, shall pay, defend, indemnify and hold harmless Gilbert, its agents. officers, officials and employees from and against all demands, claims, proceedings, suits, damages, losses and expenses (including, but not limited to. attorney fees, court costs, and the cost of appellate proceedings), relating to, arising out of, or alleged to have resulted from acts, errors, mistakes, omissions of HUSD, its agents, employees or any HUSD/Contractor related to the performance of this Agreement. HUSD's duty to defend, hold harmless and indemnify Gilbert, its agents, officers, officials and employees shall arise in connection with any claim, damage, loss or expense that is attributable to bodily injury, sickness. disease, death, or injury to, impairment, or destruction of property, including loss of use resulting therefrom, caused by HUSD's or HUSD/Contractor's acts, errors, mistakes, omissions in the performance of this Agreement, including any employee of the HUSD, any HUSD/Contractor or subHUSD/Contractor or any other person for whose acts, errors, mistakes, omissions HUSD may be legally liable, including Gilbert. Such indemnity does not extend to Gilbert's negligence.

Insurance provisions set forth in this Agreement are separate and independent from the indemnity provisions of this paragraph and shall not be construed in any way to limit the scope and magnitude of the indemnity provisions. The indemnity provisions of this paragraph shall not be construed in any way to limit the scope and magnitude and applicability of the insurance provisions.

## 7. GENERAL TERMS AND CONDITION

- 7.1 This Agreement shall become effective as of the date it is approved by all Parties and shall remain in full force and effect until obligations of both parties have been completed in accordance with this Agreement.
- 7.2 This Agreement shall be subject to the provisions of A.R.S. § 38-511.
- As required by A.R.S. § 41-4401, the Parties hereby warrant their compliance with all federal immigration laws and regulations that relate to their respective employees and A.R.S. § 23-214(A). The Parties further warrant that after hiring an employee, such Party verifies the employment eligibility of the employee through the E-Verify program. If such Party uses any contractor or subcontractors in performance of the Agreement, the contractors or subcontractors shall warrant their compliance with all federal immigration laws and regulations that relate to its employees and A.R.S. § 23-214(A), and contractors and subcontractors shall further warrant that after hiring an employee, such subcontractor verifies the employment eligibility of the employee through the E-Verify program. A breach of this warranty shall be deemed a material breach of the Agreement that is subject to penalties up to and including termination of the Agreement.
- 7.4 The Parties warrant that they do not have scrutinized business operations in Sudan or Iran, as prohibited by A.R.S. §§ 35-391.06 and 35-393.06, and further acknowledge that any contractor or subcontractor who is contracted by a Party to perform this Agreement shall warrant that they do not have scrutinized business operations in Sudan or Iran.
- 7.5 This Agreement does not imply authority to perform any tasks, or accept any responsibility, not expressly stated in this Agreement.
- 7.6 This Agreement does not create a duty or responsibility unless the intention to do so is clearly and unambiguously stated in this Agreement.
- 7.7 This Agreement shall not be modified or extended except by written instrument adopted under the requirements for adopting a new agreement.
- 7.8 This Agreement does not grant to HUSD authority to control the subject roadway, except to the extent necessary to perform the tasks expressly undertaken pursuant to this Agreement.
- 7.9 This Agreement has been arrived at by negotiation and shall not be construed against any Party or against the Party who prepared the last draft.

## Dated the date and year first above written.

## TOWN OF GILBERT

Mayor	Date
Attest by:	
Town Clerk	Date
HIGLEY UNIFIED SCHOO	L DISTRICT
Approved and Accepted by:	
Superintendent	Date
Attest by:	
Secretary of School Board	Date

## Approval of Attorney for Town of Gilbert

Town of Gilbert and	ave reviewed the proposithe Higley Unified Scho in the powers and author State of Arizona.	ool District, an	d declare the agree	ement to be in
Gilbert Attorney	Date			
		·		
Aį	oproval of Attorney fo	r Higley Unifi	ed School Distric	et ·
Town of Gilbert and t	ave reviewed the proposite Higley Unified School in the powers and autho State of Arizona.	ol District, and	d declare the agree	ement to be in
Higley Unified School	l District Attorney	Date		

## **EXHIBIT A**

## LEGAL DESCRIPTION OF RIGHT-OF-WAY PARCEL

#### LEGEND:

- FOUND BRASS CAP IN HANDHOUE
- FOLIND BRASS CAP PLUSH
- SET 1/2" X 18" REBAR WITH PLASTIC CAP STAMPED RLS 22265 ATTACHED THEORYTO.
- CALCULATED POINT
- MCR MARKOPA COUNTY RECORDS
- MCA MARICOPA COUNTY ASSESSOR PARCEL NUMBER
- 4/ RONT-OF-WAY
- P.U.E. PUBLIC UTLITY EASEMENT
- PAF PERSONAN ACCESS FACTORIS
- GASRM. GLA AND SALT RIVER MERIDIAN

#### DEDICATION

STATE OF ARIZONA COUNTY OF MARICOPA

KNOW ALL: MEN BY THESE PRESENTS

NAME ALL AND STREET PRESENTED THE ASSOCIATION OF AS OWNER OF A PORTION OF THE MORTHEAST QUARTER OF SECTION 23, TOWNERS OF SOUTH, RANGE EAST OF THE GLIA AND SALT NEWS MEETING, OF TIME OF CIDERYT, MARCOPA COURTY, MICROWA HERCEF PLEASES THE MAP OF DEDICATION AS AND POR DEDICATION AS AND POR DEDICATION AS AND PORT DESIGNATION OF THE STREETS AND ASSOCIATION ASSOCIATION ASSOCIATION ASSOCIATION ASSOCIATION ASSOCIATION AS AND ASSOCIATION ASSOCIA

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OWNER WARRANTS AND REPRESENTS TO THE TOWN OF GLBERT TO BE THE SOLE OWNER OF THE PROPERTY COURSED HERBEY AND THAT EVERY LEIDRER, EASABOTH HOLDER, ON THEIR PRESON, OR DUTHT, MARING ANY MITZEST IN THE LAND ANYENSE TO OR INCOMESTICN WITH THE DECKATIONS, CONCEYANCES, OR OTHER RELA, MORPOLY INTEREST CREATED OR TRANSPORCED OF THE PLAT HAS CONSIDERED TO, OR ORDER ON THIS PLAT HAS CONSIDERED TO, OR DUTHE OR THE PLAT HAS CONSIDERED TO, OR THE PLAT HAS CONSIDERED. MARRODPA COUNTY RECORDER'S OFFICE, OR WIGOH DWINER WILL RECORD MOT LATER THAN THE DATE ON WIGOH THIS PLAT IS RECORDED.

STY: HIGLEY UNIFIED SCHOOL DISTRICT NO. 60

BATE DATE	
NAME: DATE	
DATE DATE	
NOTARY ACKNOWLEDGMENT	
STATE OF ARIZONA )  S.S.  COUNTY OF MARICOPA }	*
THIS DOCUMENT WAS ACKNOWLEDGED BEFORE ME THIS.	DAY OF
ON BEHALF OF 2013, BY	FOR AND
NOTARY PUBLIC:	

	LOODS OUT MAY 14 OUMAINS				
	YTMUMOO RJBWUM	PANEL NUMBER AND DATE	SUFFIX	DATE OF FIRM (INDEX DATE)	SHADED
	840044	D4013C2680	-	9-30-05	
		9-30-05	1		

MY COMMISSION EXPIRES:

ZONE 'X': AREA OF 0.2% ANNUAL CHANCE FLOOD: AREAS OF 1% ANNUAL CHANGE FLOOD WITH AMERICE DEPTHS OF LESS THAN 1 POOT OR WITH DRAININGE AREA LESS THAN 1 SQUARE MILE: AND AREAS PROTECTED BY LEVES FROM 1% ANNUAL CHANCE FLOOD.

## MAP OF DEDICATION

### NEW MIDDLE SCHOOL AT ELONA RANCH

A PORTION OF THE NORTHEAST QUARTER OF SECTION 23, TOWNSHIP 1 SOUTH, RANGE 6 EAST OF THE GILA AND SALT RIVER MERIDIAN, MARICOPA



VICINITY MAP MOT TO RCALE

#### OWNER:

HIGLEY UNITED SCHOOL DISTRICT NO. 60 2915 SOUTH RECKER ROAD CLUBERT, ARKONA 85297 . 94: (480) 279-7016 CONTACT: DR. (8085E PROVELL

#### ENGENEER/SURVEYOR

HESS-ROUNTREE INC. 9831 3. 5151 STREET, SUITE C110 PHODENIC ARIZONA 83044 FHz (480) 485-0244 FAX: (480) 485-0294 CONTACT: OCUC OSBORN

#### LEGAL DESCRIPTION

A PORTION OF LAND LOCATED IN THE HORTHEAST QUARTER OF SECTION 23, TOMESHIP 1 SOUTH, RANGE 6 EAST OF THE QUA AND SALT RIVER BASE AND MERCONAL MARICOPA QUINTY, ARIZONA, MORE PARTICULARLY DESCREED AS FOLLOWS:

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HENCE SOUTH ONES'S'S EAST, ALONG THE EAST LINE OF SAID SECTION 23. A DISTANCE OF 1878.19 FEET.
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699.50 FEET, CONCAVE SOUTHWESTERLY, THROUGH A CENTRAL ANGLE OF 124/102", A DISTANCE OF 154.05 FEET TO A POINT OF REVERSE CURVAILNE:
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THENCE NORTH 89'34'32" EAST, A DISTANCE OF 513.05, TO THE POINT OF BEGINNING

CONTAINING 21,9307 NET ACRES WORE OR LESS.

#### BASIS OF BEARINGS

THE BFARNG OF NORTH 00'35'13' WEST AS SHOWN ON THE EAST LINE OF THE NORTHEAST QUARTER OF SECTION 23, TOWNSHIP I SOUTH, RANGE 6 LAST OF THE GULA AND SALT RIVER MERDINA, MARGORA. AS SHOWN ON THE MAP OF OEDICATION OF COOLEY STATION HORN, RECORDED IN BOOK 747 OF MAPS, PAGE 45, RECORDS OF MARGORA COLUTY, ANIZONA.

#### GENERAL NOTES

- CONSTRUCTION WITHIN EASEMENTS, EXCEPT BY PUBLIC AGENCIES AND UTILITY COMPANES, SHALL BE LIMITED TO LITEUTES AND WOOD, WIRE OR REMOVABLE SECTION TYPE FENCING, UNLESS APPROVED BY THE
- 2. ALL UTILITIES SHALL BE CONSTRUCTED UNDERGROUND
- 1 ELECTRIC LINES TO BE CONSTRUCTED UNDERGROUND AS REQUIRED BY
- ALL COMMUNICATION LINES TO BE CONSTRUCTED UNDERGROUND AS REQUIRED BY ARIZONA CORPORATION COMMISSION.
- 5. THE TOWN OF GLBERT IS NOT RESPONSIBLE FOR AND WILL NOT ACCEPT MAINTENANCE OF ANY PRIVATE STREETS, PRIVATE UTILITIES, PRIVATE FAGULTIES AND LANDSCAPED AREAS WITHIN THE PROJECT. THE OWNER'S ASSOCIATION WILL BE RESPONSIBLE FOR SAID MAINTENANCE.
- 6. NO STRUCTURES SHALL BE CONSTRUCTED IN OR ACROSS NOR SHALL OTHER IMPROVMENTS OR ALTERATIONS BE MADE TO THE DRAINAGE FACILITIES THAT ARE A PART OF THIS DEVELOPMENT WITHOUT WRITTEN AUTHORIZATION OF THE TOWN OF GLIBERT.
- 7. ALL RETENTION BASINS MUST DRAIN ANY STORM EVENT UP TO AND INCLIDING THE SU-YEAR STORM WITHIN 36 HOURS. OWNER(S) OF ANY EXISTING BASIN FALING TO MEET THIS REQUIREMENT MAST TAKE CORRECTIVE ACTION TO BRING THE BASIN INTO COMPUTANCE.
- & ALL DRYWELLS SHOWN ON THIS PROJECT SHALL BE MAINTANED BY THE DIMPRESS) AND ARE TO BE REPLACED BY THE OWNER(S) WHEN THEY CEASE TO DRAIN THE SURFACE WATER ALL A 36 HOUR PORIOD. REGULAR MAINTENANCE OF THE DRYWELL SILTING CHAMBER IS RECURRENTO ACHEVE THE BEST OPERATION OF THE DRYWELL.
- This development is located within the tunn of glibert water service area and has been designated as having an assured water supply in accordance with a.r.s. 45–576.
- ID ALL BUILDING SETBACKS SHALL COMPLY WITH ORDINANCE NO. AND AMENOMENTS.

#### SURVEYOR'S DECLARATIONS REGARDING THIS SURVEY:

- THIS SURVEY IS BASED ON A CONDITION OF ITTLE REPORT, ISSUED BY CHICAGO TITLE INSURANCE COMPANY, TITLE NO. CTA1212700, DATED KOVEMBER 28, 2012 AT 7:30 A.M.
- NO ATTEMPT HAS BEEN MADE TO SHOW ON THIS SURVEY ANY FUTURE RIGHTS-OF-WAY, FUTURE EASTMENTS, OR FUTURE DEDICATIONS THAT ANY MUNICIPALITY OR GOVERNMENTAL AGENCY MAY REQUIRE, EXCEPT AS NOTED HEMEON.
- A PERSONAL SEARCH OF THE RECORDS OF MARICOPA COUNTY IN THE RECORDERS OFFICE OF SAID COUNTY HAS NOT BEEN MADE BY THIS SURVEYOR.

#### PROJECT DATA:

TOTAL DEDICATED AREA - 0.3186± ACRES TOTAL SITE AREA: GROSS = 23.7965± NET = 21.9399±

#### SURVEYOR'S NOTES:

- FOUND MONUMENTS ARE AS DESCRIBED HEREON
- all monuments set by this surveyor are identified as being a 1/2 inch x 16 inch rebar with brass tag or plastic Cap Stamped RLS 22285 attached thereto, unless otherwise noted hereon.
- (C) = CALCULATED.
- (M) AS MEASURED BY THIS SURVEYOR.
- (R) MEASUREMENTS PER REFERENCE DOCUMENTS RECORDED ON THE MARCOPA COUNTY, ARIZONA, RECORDER'S OFFICE (M.C.R.) OR OTHERWISE NOTED AS FOLLOWS:
- "MAP OF DEDICATION COOLEY STATION NORTH" RECORDED IN BOOK 747 OF MAPS, PAGE 45, M.C.R.
- R2. "COOLEY STATION NORTH, PARCEL 3" A SUBDIVISION RECORDED IN BOOK 751 OF MAPS, PAGE 27 M.C.R.
- "ALTA/ACSM LAND AND TITLE SURVEY" RECORDED IN BOOK 507 OF MAPS, PAGE 38 M.C.R.
- "MARICOPA COUNTY GEODETIC DENSIFICATION AND CADASTRAL SURVEY" RECORDED IN BOOK 658 OF MAPS, PAGE 13 N.C.R.
- RE. "SPECIAL WARRANTY DEED" RECORDED IN DOCUMENT NO.
- R7. "FINAL GROER OF CONDENHATION" RECORDED IN DOCLMENT NO. 2002-0336179 M.C.R.
- 7. ALL BEARINGS AND DISTANCES ON THIS SURVEY ARE MEASURED

#### APPROVALS:

THIS	DAY OF	2013.
8Y:	TOWN ENGREER	DATE
BY:	PLANMING MANAGER	DATE

#### SURVEYOR'S CERTIFICATION:



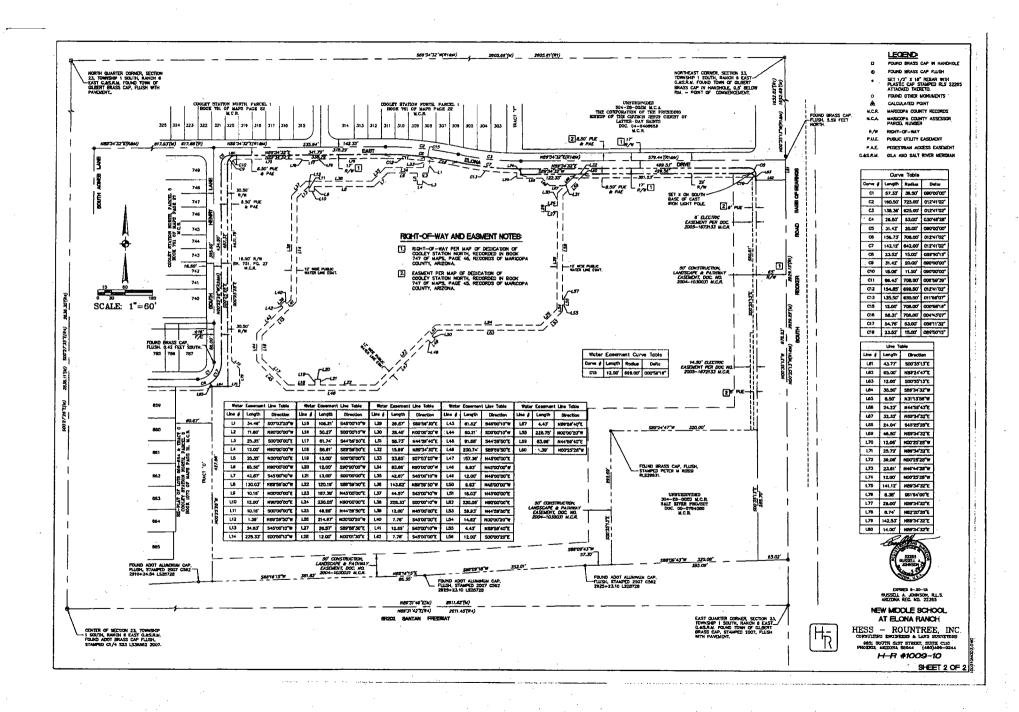
RUSSELL A. JOHNSON, R.L.S. ARIZONA REQ. NO. 22265

NEW MIDDLE SCHOOL AT ELONA RANCH



HESS - ROUNTREE, INC. CONSULTING ENGINEERS & LAND SURVEYORS 9831 BOUTH 51ST STREET, SUITE CLIO PROBERT ARIZONA 85044 (480)496-0244 H-R #1009-10

SHEET 1 OF 2



# EXHIBIT B INSURANCE REQUIREMENTS

- 1. <u>General.</u> HUSD and its construction contractor ("HUSD/Contractor") shall purchase and maintain, at its own expense, hereinafter stipulated minimum insurance with insurance companies duly licensed by the State of Arizona (admitted insurer) with an AM Best, Inc. rating of A-7 or above or an equivalent qualified unlicensed insurer by the State of Arizona (non-admitted insurer) with policies and forms satisfactory to Gilbert. Failure to maintain insurance as specified may result in termination of this Agreement at Gilbert's option.
- 2. <u>No Representation of Coverage Adequacy.</u> By requiring insurance herein, Gilbert does not represent that coverage and limits will be adequate to protect HUSD/Contractor. Gilbert reserves the right to review any and all of the insurance policies and/or endorsements cited in this Agreement, but has no obligation to do so. Failure to demand such evidence of full compliance with the insurance requirements set forth in this Agreement or failure to identify any insurance deficiency shall not relieve HUSD/Contractor from, nor be construed or deemed a waiver of, its obligation to maintain the required insurance at all times during the performance of this Agreement.
- 3. Additional Insured. All insurance coverage and self-insured retention or deductible portions, except Workers Compensation insurance shall name, to the fullest extent permitted by law for claims arising out of the performance of this Agreement, Gilbert, its agents, representative, officers, directors, officials and employees as Additional Insured as specified under the respective coverage sections of this Agreement.
- 4. <u>Coverage Term.</u> All insurance required herein shall be maintained in full force and effect until all Services required to be performed under the terms of this Agreement is satisfactorily performed, completed and formally accepted by Gilbert, unless specified otherwise in this Agreement.
- 5. <u>Primary Insurance</u>. HUSD/Contractor's insurance shall be primary insurance as respects performance of subject contract and in the protection of Gilbert as an Additional Insured.
- 6. <u>Claims Made.</u> In the event any insurance policies required by this Agreement are written on a "claims made" basis, coverage shall extend, either by keeping coverage in force or purchasing an extended reporting option, for three (3) years past completion and acceptance of the Services evidenced by submission of annual Certificates of Insurance citing applicable coverage is in force and contains the provisions as required herein for the three-year period.
- 7. <u>Waiver.</u> All policies, including Workers' Compensation Insurance, shall contain a waiver of rights of recovery (subrogation) against Gilbert, its agents, representative, officials, directors, officers, and employees for any claims arising out of the Services of HUSD/Contractor. HUSD/Contractor shall arrange to have such subrogation waivers incorporated into each policy via formal written endorsement thereto.

- 8. Policy Deductibles and or Self Insured Retentions. The policies set forth in these requirements may provide coverage, which contain deductibles or self-insured retention amounts. Such deductibles or self-insured retention shall not be applicable with respect to the policy limits provided to Gilbert. HUSD/Contractor shall be solely responsible for any such deductible or self-insured retention amount. Gilbert, at its option, may require HUSD/Contractor to secure payment of such deductible or self-insured retention by a surety bond or irrevocable and unconditional Letter of Credit.
- 9. <u>Use of Subcontractor/Contractors.</u> If any services under this Agreement are subcontracted in any way, HUSD/Contractor shall execute written agreement with SubHUSD/Contractor containing the same Indemnification Clause and Insurance Requirements set forth herein protecting Gilbert and HUSD/Contractor. HUSD/Contractor shall be responsible for executing the agreement with SubHUSD/Contractor and obtaining Certificates of Insurance verifying the insurance requirements.
- 10. Evidence of Insurance. Prior to commencing any Services under this Agreement, HUSD/Contractor shall furnish Gilbert with Certificate(s) of Insurance, or formal endorsements as required by this Agreement, issued by HUSD/Contractor's Insurer(s) as evidence that policies are placed with acceptable insurers as specified herein and provide the required coverages, conditions, and limits of coverage specified in this Agreement, and that such coverage and provisions are in full force and effect. Acceptance and reliance by Gilbert on a Certificate of Insurance shall not waive or alter in any way the insurance requirements or obligations of this Agreement. Such Certificate(s) shall identify the Agreement and be sent to Gilbert Risk Manager. If any of the above cited policies expire during the life of this Agreement, it shall be HUSD/Contractor's responsibility to forward renewal Certificates within ten (10) days after the renewal date containing all the aforementioned insurance provisions. Certificates shall specifically cite the following provisions:
- 10.1 Gilbert, its agents, representatives, officers, directors, officials and employees is an Additional Insured as follows:
  - a. Commercial General Liability-Under ISO Form CG 20 10 11 85 or equivalent.
  - b. Auto Liability-Under ISO Form CA 20 48 or equivalent.
  - c. Excess Liability-Follow Form to underlying insurance.
- 10.2 HUSD/Contractor's insurance shall be primary insurance as respects performance of this Agreement.
- 10.3 All policies, including Workers' Compensation, waive rights of recovery (subrogation) against Gilbert, its agents, representatives, officers, directors, officials and employees for any claims arising out of Services performed by HUSD/Contractor under this Agreement.

10.4 Certificate shall cite a thirty (30) day advance notice cancellation provision. If ACORD Certificate of Insurance form is used, the phrases in the cancellation provision "endeavor to" and "but failure to mail such notice shall impose no obligation or liability of any kind upon the company, its agents or representatives" shall be deleted. Certificate forms other than ACORD form shall have similar restrictive language deleted.

## 11. Required Coverage:

- 11.1 Commercial General Liability: HUSD/Contractor shall maintain "occurrence" from Commercial Liability Insurance with an unimpaired limit of not less than \$1,000,000 for each occurrence, \$2,000,000 Products and Completed Operations Annual Aggregate, and a \$2,000,000 General Aggregate Limit. The policy shall cover liability arising from premises, operations, independent HUSD/Contractors, products-completed operations, personal injury and advertising injury. Coverage under the policy will be at least as broad as Insurance Services Office, Inc. policy form CG 00 010 93 or equivalent thereof, including, but not limited to. separation of insured clause. To the fullest extent allowed by law, for claims arising out of the performance of this Agreement, Gilbert, its agents, representative, officers, directors, officials and employees shall be cited as an Additional Insured Endorsement form CG 20 10 11 85 or equivalent, which shall read "Who is an Insured (Section II) is amended to include as an insured the person or organization shown in the Schedule, but only with respect to liability arising out of "your work" for that insured by or for you". If any Excess insurance is utilized to fulfill the requirements of this paragraph, such Excess insurance shall be "follow form" equal or broader in coverage scope than underlying insurance.
- 11.2 <u>Vehicle Liability:</u> HUSD/Contractor shall maintain Business Automobile Liability Insurance with a limit of \$1,000,000 each occurrence on HUSD/Contractor's owned, hired, and non-owned vehicles assigned to or used in the performance of the HUSD/Contractor's Services under this Agreement. Coverage will be at least as broad as Insurance Services Office, Inc., coverage code "1" any auto policy form CA 00 01 12 93 or equivalent thereof. To the fullest extent allowed by law, for claims arising out of performance of this Agreement, Gilbert, its agents, representative, officers, directors, officials and employees shall be cited as an Additional Insured under the Insurance Service Offices, Inc. Business Auto Policy Designated Insured Endorsement form CA 20 48 or equivalent. If any Excess insurance is utilized to fulfill the requirements of this paragraph, such Excess insurance shall be "follow form" equal or broader in coverage scope than underlying insurance.
- 11.3 <u>Workers' Compensation Insurance</u>: HUSD/Contractor shall maintain Workers' Compensation insurance to cover obligations imposed by federal and state statutes having jurisdiction of HUSD/Contractor's employees engaged in the performance Services under this Agreement, and shall also maintain Employer Liability Insurance of not less than \$500,000 for each accident, \$500,000 disease for each employee and \$1,000,000 disease policy limit.